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EXECUTIVE OFFICE OF THE PRESIDENT
BUREAU OF THE BUDGET
WASHINGTON 25, D. C.

BULLETIN NO. 54-1 August 7, 1953

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Review of assignment and use of automobiles, station wagons, and chauffeurs

As part of the general emphasis on economy, it is advisable that special attention be given to certain specific aspects of Government spending. This Bulletin calls for a special review of the use of automobiles, station wagons, and chauffeurs.

The purposes are (a) to analyze existing practice; (b) to reduce the number of Government-owned cars and the number of chauffeurs; (c) to make cars available for transfer and reassignment; and (d) to achieve every practicable economy.

The term "cars" as used in this Bulletin refers to passenger-carrying motor vehicles other than ambulances and busses.

You are requested to:

1. Assign to an appropriate official the responsibility of making this action effective and productive.

2. Examine the need for cars and chauffeurs in terms of minimum requirements. Action should include whatever redistribution of cars is appropriate, a declaration of excess cars in accordance with existing regulations, and a reconsideration of any plans for purchases of cars and employment of chauffeurs for fiscal year 1954.

3. Determine if the law and regulations with respect to use are understood and enforced - see Attachment B.

4. Submit a report, following the terms of Attachment A, covering the information obtained and the action taken, by October 1.

JOSEPH M. DODGE
Director

Attachments

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